

Commonwealth of Virginia

PRIVATE SECURITY SERVICES ADVISORY BOARD

December 15, 2004
Quarterly Meeting Minutes

Held at the Department of Health Professions
Richmond, Virginia

Call to Order:

At approximately 10:00 a.m., Chair Brent Fortner called the meeting to order for the Private Security Services Advisory Board (PSSAB)

Opening Remarks:

Chair Brent Fortner welcomed everyone to the meeting and thanked them for taking time out of their busy schedules during the holiday season to attend.

Attendees:

Chair Brent Fortner, Vice Chair Kevin Hodges, Secretary Christopher DiMartino, Deborah Aylward, Carl J. Fisher, Stephen Martin, Robert Shuster, Thomas Turner, Dennis VanDuzee and Mary Kay Wakefield.

Absent:

Deputy Chief James Cervera and Sean Creamer

Approval of Minutes:

Minutes for the October 5, 2004, meeting were reviewed. A motion was made by Carl Fisher, seconded by Mary Kay Wakefield, to approve the minutes. Minutes were unanimously approved.

DCJS Report:

Ms. Hahn, Section Chief discussed changes in the Private Security Services Section. Lisa McGee is the new Regulatory Program Coordinator. The Licensing Coordinator position and the part-time fiscal specialist positions will be re-advertised.

Ms. Hahn reported that the cases received by the department have doubled compared to the same time period last year; Informal Fact-Finding Conferences have tripled; fingerprints processed have increased but the time to process has decreased from 35 days to 28 days, mainly due to electronic submittal; and, the average processing time for Business licenses has dropped from 37 days in 2003 to 14 in 2004.

Ms. Hahn reported that:

- Lisa McGee had presented the SCOP Proposed Regulations with suggested changes to the CJSB where they were approved and now have been submitted for final review with an anticipated March 2005 effective date.

- The section will be promulgating Emergency Regulations for Bail Bondsmen. The NOIRA will be ready for submission by the first part of 2005, then opened for comment for 30 days.
- Once the public comment period is complete for Bail Bondsmen, the section will submit a NOIRA to add Detector Canine regulations to the draft Private Security Services Regulations, these regulations will then be open again for comment.
- The section is working on a Homeland Security Terrorism training program. The training will be offered to certified training instructors free of charge. These instructors will be provided with the course materials so they can continue to teach this course. These grant funds must be committed by March and expended by July.
- Members of the PSS staff attended two demonstrations on Friday, December 10, 2004, of equipment for producing Photo ID cards. The decision will be made in the near future.

Ms. Hahn announced changes to the annual conference including:

- Holding the conference the last week of October;
- Changing the venue;
- Changing the format to include breakout sessions;
- Incorporating time for networking and spousal trips; and,
- A big reception on Wednesday evening with music provided.

Committee Reports:

Training Committee

Mr. Martin reported that the committee had met that morning and looked at the new Security Rifle Training Program. The committee accepted the program. The committee will be looking at the program again during the March Training Committee meeting and at the March 22, 2005 PSSAB meeting the committee will offer the program for public comment.

The next meeting of the Training Committee will possibly be the first week in March 2005 and will last from one-half to one full day reviewing the regulations and other proposals that have been made. The site for the meeting will be between Roanoke, Lynchburg and Harrisonburg.

Legislative Committee

Mary Kay Wakefield reported that this past October the PSSAB had made a change to the working procedures regarding the legislative committee. The changes stated that the PSSAB would not facilitate legislative meetings; but only report on the actions that the industry is considering. With that information, the PSSAB would make a

recommendation whether to support the action the industry is considering, and that would be brought forward to the General Assembly. The PSSAB believes that these procedures are within the standard guidelines of governmental boards.

Ms. Wakefield reported that, at the request of Chair Brent Fortner, she is serving as the legislative liaison for the PSSAB. She made contact with different associations president's or chairperson, Deb Aylward with PIAVA; Bill McCrory with PISA and Sharon Kenney with VBFAA, offered our assistance to attend meetings or be involved. Deb Aylward of PIAVA reported that all privacy bills under consideration by the Joint Commission on Technology and Science failed in committee. PIAVA has expressed thanks to the industry for its support.

Sharon Kenney advised that the VBFAA would be taking a definition change for electronic security equipment to the General Assembly this year. There has been a suggested change from the Department. (Copy attached) While the intent of the definition for electronic security equipment has always been to include CCTV's, the definition has been recently challenged. The definition change will insure that companies that install camera equipment are licensed by DCJS.

Christopher DiMartino made a motion to endorse the change to Electronic Security Equipment definition; and, Carl Fisher seconded the motion. Motion passed unanimously.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

The next PSSAB meeting is scheduled for March 22, 2005, at the Hotel Roanoke in Roanoke, Virginia.

Public Comment:

Chuck Tobin regarding JTA for PPS. Developed a survey based on private investigator and security officer surveys. Lisa Hahn has assisted and utilized Private Security Services resources to review and assure similarity to previous surveys. All PPS agents in the Commonwealth with E-mail addresses have been contacted. We are working on telephoning all who do not have an E-mail address or, the E-mail address was incorrect. The goal is to complete this survey as soon as possible and get a version of the JTA completed and to the training committee for input as to training standards that might need to be reviewed. The hope is to have the survey out by Friday, December 17, 2004.

Adjournment:

There being no further business to come before the Board, the meeting was adjourned.

Public Attendees:

Harry Merchant
Bill McCrory, Jr.
Clarence Ogburn
Wayne Rogers
Jim Rowe
George Haudricourt
Charles E. Tobin
Connie Higginbotham
Rejeanne Johnson
Eugene C. Simpson
J. Darrington
Carolyn Notemus
Chuck Brock
William Robbins

“Electronic security equipment” means **(i)** electronic or mechanical alarm signaling devices including burglar alarms or holdup alarms, **to safeguard and protect persons and property,** or **(ii)** cameras used to detect intrusion, concealment or theft, to safeguard and protect persons and property. This shall not include tags, labels, and other devices that are attached or affixed to items offered for sale, library books, and other protected articles as part of an electronic article surveillance and theft detection and deterrence system.